



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

JUN 4 1996

Betty Diana Arce, Treasurer
Committee to Elect Nydia M.
Velazquez to Congress
3168 Decatur Avenue
Bronx, NY 10467

Identification Number: C00271312

Reference: April Quarterly Report (1/1/96-3/31/96)

Dear Ms. Arce:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Commission Regulations require the continuous reporting of all outstanding debts. This report indicates an omission of debts itemized on your previous report(s). (11 CFR §§104.3(d) and 104.11) Please file an amendment to your report to disclose the current status of these omitted debts: O'Dwyer & Bernstein (\$2,250).

-You must attempt to obtain the occupation and name of employer for all individuals who contribute more than \$200 in a calendar year.

A committee may establish "best efforts" by providing the Commission with a description of its procedures for requesting the information and may also supply a copy of a solicitation. The committee must request the contributor information in initial solicitations; make follow-up requests (if necessary); report the information; and file amendments to disclose previously unreported information. Each solicitation must include a clear and conspicuous request for the information. If a committee receives a contribution that exceeds the \$200 threshold but lacks contributor information, the committee must, within 30 days, make an additional written or oral request for the information. Please note that a written request may not include an additional solicitation or material on any other subject, other than thanking the contributor for the donation and must include a pre-addressed return post

Celebrating the Commission's 20th Anniversary

YESTERDAY, TODAY AND TOMORROW
DEDICATED TO KEEPING THE PUBLIC INFORMED